



TEXAS SOUTHMOST COLLEGE DISTRICT

THE UNIVERSITY OF TEXAS AT BROWNSVILLE and TEXAS SOUTHMOST COLLEGE

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Texas Southmost College District

Minutes of the Regular Meeting of the Board of Trustees

April 24, 2008

The Board of Trustees of the Texas Southmost College District convened in open session on April 24, 2008, at 5:30 p.m., in the Board Room of Gorgas Hall, Texas Southmost College. Board members present were Mr. Chester Gonzalez, Chair, Ms. Rosemary Breedlove, Vice Chair, Mr. Eduardo A. Campirano, Secretary, Dr. Roberto Robles, Mr. José A. Herrera, Jr., Ms. Dolly Zimmerman and Mr. David Oliveira. Also present was Dr. Juliet V. García, President of The University of Texas at Brownsville and Texas Southmost College.

Call to Order

1. Executive Session

as provided by Government
Code, Chapter 551.071-072

Real Estate

Electric Utility Easement to the Brownsville Public Utilities Board for the Center for Early Childhood Studies

Contract and Resolution for Purchase of Lot 25, Block 9, Colonia Alta Vista Subdivision, Brownsville, Texas

Contract and Resolution for Purchase of W ½ Lot 10, Block 14, Paredes Tract Addition, Brownsville, Texas

Legal Matters

The Board convened in Executive Session at 5:35 p.m.

The Board reconvened in Regular Session at 7:10 p.m.

2. Consideration and possible action on matters discussed in Executive Session

Electric Utility Easement to the Brownsville Public Utilities Board for the Center for Early Childhood Studies

A motion was made by Mr. Campirano to approve Electric Utility Easement to the Brownsville Public Utilities Board. The motion was seconded by Dr. Robles and carried unanimously. *Exhibit "A"*

Contract and Resolution for Purchase of Lot 25, Block 9, Colonia Alta Vista Subdivision, Brownsville, Texas

A motion was made by Mr. Campirano to approve earnest money contract and resolution for the purchase of Lot 25, Block 9, Colonia Alta Vista Subdivision in the amount of \$30,000. The motion was seconded by Ms. Zimmerman and carried unanimously. *Exhibit "B"*

Contract and Resolution for Purchase of W1/2 Lot 10, Block 14, Paredes Tract Addition, Brownsville, Texas

A motion was made by Mr. Herrera to approve earnest money contract and resolution for the purchase of W1/2 Lot 10, Block 14, Paredes Tract Addition, Brownsville, Texas in the amount of \$22,500. The motion was seconded by Mr. Oliveira and carried unanimously. *Exhibit "C"*

3. Approval of Minutes of the March 27, 2008, meeting

**Consideration and possible action
on Minutes of the March 27, 2008, meeting**

A motion was made by Mr. Campirano to approve the minutes of the Regular Meeting of March 27, 2008. The motion was seconded by Mr. Herrera and carried unanimously. *Exhibit "D"*

4. Speakers to Agenda Items and Public Discussion

There were no speakers.

5. Acceptance of Gift

Dr. Ruth Ann Ragland, Vice President for Institutional Advancement, announced the acceptance of a gift for Teaching Studio E at the Arts Center from Dr. Roberto and Perla Robles. She presented a brief biography of the donors, recognizing them as strong advocates for the Arts for their dedication and support for our students, the Patron of the Arts Program at UTB/TSC, and our community.

Mr. Chester Gonzalez, Chair, read the Resolution honoring Dr. Roberto and Perla Robles.

**Consideration and possible action on
the Adoption of Resolution Naming The Arts Center Teaching Studio E
*The Dr. Roberto and Perla Robles Teaching Studio***

A motion was made by Mr. Herrera to adopt the Resolution for the Naming of the Arts Center Teaching Studio E, *The Dr. Robles and Perla Robles Teaching Studio*. The motion was seconded by Ms. Zimmerman and carried unanimously. Dr. Robles abstained. *Exhibit "E"*

6. Board Briefing

Dr. Gayle Brogdon, Interim Dean of School of Education, introduced Dr. Steve Rosales, who provided a brief summary on the Early College High School initiative, which is in the preliminary stages. Dr. Rosales noted that the program identifies 400 high school students who will take college level courses from their freshman to senior year, allowing them to earn an Associates Degree in addition to their high school diploma. He called on Dr. Salvatore Cavazos, Assistant Superintendent of the Brownsville Independent School District, to provide additional information. Dr. Rosales noted that the classes would be located at the Clearwater Campus and after two years transition to the ITEC Campus. He added that the program had been awarded \$400,500 in funds and that an additional grant of \$400,000 had just been awarded by the Greater Texas Foundation for a total of \$800,500. A proposal has been submitted to the EDA to fund the build- out.

No action necessary.

7. District Elections

Chairman Gonzalez introduced Mr. Alan Peakes, Assistant Vice President for Facilities and Services to make a report.

**Consideration and possible action for authorization
to Approve Contract for Election Services.**

Mr. Peakes reported that the District will have an election on May 10, 2008, for two positions, Place 1 and Place 2. The District's Election Agent received the contract from the Cameron County Elections Administrator, reflecting an estimated cost of \$78,569.70 for the election.

A motion was made by Ms. Zimmerman to authorize the District's Election Agent to approve contract with Cameron County Elections Administrator to conduct election services for the May 10, 2008, election as presented. The motion was seconded by Mr. Campirano and carried unanimously. Exhibit "F"

8. Business Affairs Partnership Committee

Report

Mr. Eduardo Campirano reported that the Business Affairs Partnership Committee met on April 24, 2008. He noted that the committee discussed the Request for Proposal for General Property Insurance, and the budget amendments for fiscal year 2008. The committee reviewed and recommended the following item:

**Consideration and possible action on
Requests for Proposal for General Property Insurance**

Mr. Campirano introduced Ms. Rosemary Martinez, Vice President for Business Affairs, to introduce this item. She noted that one year ago the Board approved TSC's participation in the UT System Insurance Pool, allowing \$500,000 in savings to the District. Ms. Martinez introduced Mr. Phillip Dendy, Director of Risk Management for UT System, to expand on the presentation.

Mr. Campirano informed the Board that UT System Pool requires that the District acquire windstorm insurance. The District sent out a request for proposals, which was due on April 17, 2008. He introduced Dr. David Pearson, Vice President for Partnership Affairs, to present this item.

A motion was made by Mr. Campirano to approve payment to UT System in the amount of \$227,923 for participation in the Comprehensive Property Protection Plan (CPPP) for Fire and All Other Perils and Named Windstorm and Flood Coverages. A motion was seconded by Mr. Oliveira and carried unanimously. *Exhibit "G"*

A motion was made by Mr. Campirano to accept proposal from R.N. Jones Agency, Inc., for General Property Insurance beginning May 1, 2008, through April 30, 2009, in the amount of \$558,140 as presented. The motion was seconded by Dr. Robles and carried unanimously. *Exhibit "H"*

Consideration and possible action on Approval of Budget Amendments for Fiscal Year 2008

Mr. Campirano reported on several Budget Amendments. He noted that budget amendment #08-001 adjusts expenditures in the General Fund; budget amendment #08-002 transfers funds in the 2002/2006 General Revenue Bond Debt Service Fund to Campus Facilities; and budget amendment #08-003 transfers funds from the 2002/2006 General Revenue Bond Debt Service Fund and adjusts expenditures for property acquisitions in the Campus Facilities Fund.

A motion was made by Mr. Campirano to approve budget amendments #08-001, #08-002, and #08-003 for Fiscal Year 2008 as presented. The motion was seconded by Ms. Zimmerman and carried unanimously. *Exhibit "I"*

9. Audit

Consideration and possible action for Proposal for Annual Financial Audit

Mr. Gonzalez introduced Ms. Melba Sanchez, Assistant Vice President for Finance, to present this item. Ms. Sanchez reported that in May 2007, the District awarded Long Chilton, LLP the contract for audit services for the fiscal year ending August 31, 2007, with an option to extend for two years. She informed the Board that the staff is pleased with Long Chilton, LLP's service and has had a successful relationship with this firm. With the assistance of Long Chilton the District submitted a Comprehensive Annual Financial Report for FY 2007 to the Government Finance Officers Association (GFOA) for certification. Ms. Sanchez added that although policy allows to change audit firms every year, it is not mandated and would be both costly and inefficient to do so at this time.

A motion was made by Ms. Zimmerman to select Long Chilton, LLP to conduct the District's audit for Fiscal Year 2007-2008 for \$32,235 with an option to renew for one additional year. The motion was seconded by Mr. Herrera and carried unanimously. Exhibit "I"

10. Physical Facilities Committee

Report

Ms. Rosemary Breedlove reported that the Physical Facilities Committee met on April 21, 2008. The committee discussed the approval of the schematic design for the Science and Technology Learning Center. The Committee also received a report on the selection of engineering firms to conduct test and balance for construction projects, and a report on the renovation of the Commissary building. The committee recommended the following item:

Consideration and possible action on Approval of Schematic Design for the Science and Technology Learning Center

Ms. Breedlove introduced Provost, Dr. Jose Martin, who informed the Board that the Schematic Design for the facility has been completed. Dr. Martin introduced Don Hensley of SHW Group to elaborate.

Mr. Hensley informed the Board that the new building is projected to contain approximately 60,000 gross sq. ft. of interior space. The facility will be comprised of two academic wings. The north wing will be three stories and will include Biomedical research labs, support and office space and a Community Outreach Center. A partial third floor will contain the Emergency Response Center. The south wing will be two stories and will include general classrooms, laboratories, and office space for the Allied Health department. Mr. Stevens also informed the committee that the buildings conform to regional climate concerns and campus aesthetics, and otherwise conform to the 2020 Master Plan.

A motion was made by Dr. Robles to approve the Schematic Design for the Science and Technology Learning Center as presented. The motion was seconded by Mr. Herrera and carried unanimously. Exhibit "J"

11. Second Quarter Financial Statement and Investment Report for FY 2008

Ms. Melba Sanchez, informed the Board that the 2nd Quarter Financial Statements and Investment Report for FY 2008, are included in the binders for the Board's review as required by the TSC Board Policy (Section V, College Business).

No action necessary.

12. Construction Report

Dr. Pearson reported the following:

- Cavalry Building renovations are ongoing.
- There are 100 new parking spaces on Jackson/21st and 24th Street. The curbs are in place, the entrances are installed, and the asphalt will be completed by next month. The trees on the sites were kept for landscaping.
- The Commissary Building renovations are underway. The interior brick has been revealed and the original beams are exposed, both of which add to the historical character of the building.
- Five ft. of roof has been removed from the Commandant's Quarter's, exposing the original 1 1/2 storey structure. Mr. Larry Lof is providing supervision of the renovation project.

Ms. Mendez reported the following:

- The electrical lines are in and the installation of the steel beams for the New Classroom is complete.
- Fireproofing on the REK Center will be applied next week. The rail for the running track is being installed.
- The drilling crane is on site in preparation for the installation of 145 piers for the Arts Center.
- Renovation continues at the ITEC Campus.

12. President's Report

Dr. García reported the following:

- The National Institute of Health, National Institution of Medical Science, has just awarded a 1.1 million grant to the Minority Biomedical Research Support Research Initiative for Scientific Enhancement program. MBRS RISE has been providing our students with opportunities in biomedicine research that enable them to become effective research scientists. Dr. Garcia congratulated Dr. Eldon Nelson, Dean of College of Health Sciences.
- The Distinguished Alumnus ceremony is scheduled for May 9, 2008, at SET-B Lecture Hall, at 6:00 pm. The recipients of this year's award are Dr. Ciro Sumaya and Dr. Ruben Gallegos.

13. Proposed Meeting Dates**Thursday, May 15, 2008****Thursday, June 26, 2008****July 2008** No Meeting**Thursday, August 28, 2008****Thursday, September 18, 2008****14. Announcements**

Dr. Juliet Garcia introduced Dr. Mari Fuentes-Martin, Dean of Students, who introduced the award winning *Collegian* staff. Additionally, Dr. Fuentes-Martin introduced Dr. Eugenia Curet as the new Director of Student Services. Dr. Garcia congratulated Dr. Curet on her new position and thanked Ms. Karen Fuss-Sommer for her work in as Interim position as Director of Student Health Services.

Adjournment

The meeting was adjourned by Mr. Gonzalez at 9:05 p.m.



Mr. Chester Gonzalez
Chairman, Board of Trustees



Mr. Eduardo A. Campirano
Secretary, Board of Trustees

NOTE: The tape of the Regular Board of Trustees meeting held on April 24, 2008, is on file at the District Office of the Texas Southmost College District. The master tape is on file at the UTB/TSC Media center. These minutes were taken and transcribed by Gloria Miranda, Administrative Assistant. Videotaping of the Board of Trustees' meetings began on April 11, 1996. They are aired on Channel KISD in cooperation with the Brownsville Independent School District.